

<p style="text-align: center;"><b>KENTUCKY CORRECTIONS</b> Policies and Procedures</p>	<p>Policy Number</p> <p style="text-align: center;">1.4</p> <p>Date Filed</p> <p style="text-align: center;">June 3, 2005</p>	<p>Total Pages</p> <p style="text-align: center;">2</p> <p>Effective Date</p> <p style="text-align: center;">September 20, 2005</p>
<p>References</p> <p>KRS 197.500, 197.505, 197.020, 197.110, 197.120, 197.170, 520.015, 520.020, 520.030 and 520.040</p>	<p>Subject</p> <p style="text-align: center;"><b>THE MONITORING AND OPERATION OF PRIVATE PRISONS</b></p>	

## I. AUTHORITY

This policy and procedure is issued in accordance with KRS 197.500 that stipulates that the Commonwealth may enter into contracts with private providers to operate and manage private adult correctional institutions.

## II. PURPOSE

To provide information and guidance for monitoring and operating private prisons.

## III. APPLICABILITY

To all Corrections and private prison employees who are affiliated with private prisons.

## IV. DEFINITIONS

As used in this document, the following definitions apply:

"Contract monitor" means a Corrections employee charged with the administrative oversight of the operation of a private prison.

"on-site contract monitor" means a Corrections employee temporarily assigned on-site at the private prison who is responsible for ensuring that operations are in compliance with contract terms.

"Private provider" is defined in KRS 197.500(3) and the provider has a contract with the Department of Corrections to house prisoners committed to the custody of the department.

## V. POLICY

Corrections shall ensure that the requirements and terms provided by statute and the contract are monitored.

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## VI. PROCEDURES

1. A contract monitor in Central Office shall be appointed by Corrections to supervise the Office of Contract Management and ensure that all operations of the private prisons are in compliance with statutory requirements and contract terms. The contract monitor shall supervise the on-site contract monitor.
2. One (1) on-site contract monitor shall be assigned to each private prison.
3. An on-site contract monitor shall be a full-time position, and shall be supervised by the Contract Management Branch Manager or his designee.
4. An on-site contract monitor shall be selected and shall serve for a period of time determined by the Contract Management Branch Manager and the on-site contract monitor's current employer.
5. The Contract Management Branch Manager shall have authority to reject a proposed on-site contract monitor.
6. The on-site contract monitor shall not normally carry out routine duties of the private prison including manning posts. However, the on-site contract monitor may provide support in the form of specialized training and advice or during an emergency situation, with the approval of both the Warden of the private prison and the Contract Management Branch Manager or their designees.
7. An on-site contract monitor shall report by phone and submit written reports as required to the Contract Management Branch Manager or his designee.

The private provider shall operate the private prison in accordance with statutory requirements, contract terms, applicable Corrections Policy and Procedure and ACA Standards.